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**GENERAL SERVICES ADMINISTRATION**

**[OMB Control No. 3090-0302; Docket 2016-0001; Sequence 2]**

**General Services Administration Acquisition Regulation;**

**Submission for OMB Review; Modifications 552.238-81**

**AGENCY:** Office of Acquisition Policy, General Services Administration (GSA).

**ACTION:** Notice of request for public comments regarding an extension to an existing OMB clearance.

**SUMMARY:** Under the provisions of the Paperwork Reduction Act, the Regulatory Secretariat Division will be submitting to the Office of Management and Budget (OMB) a request to review and approve an information collection requirement regarding the Modifications clause.

**DATES:** Submit comments on or before: **[INSERT DATE 30 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER]**.

**FOR FURTHER INFORMATION CONTACT:** Ms. Dana Munson, Procurement Analyst, General Services Acquisition Policy Division, GSA, 202-357-9652 or email [dana.munson@gsa.gov](mailto:dana.munson@gsa.gov).

**ADDRESSES:** Submit comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Office of Information and Regulatory Affairs of OMB, Attention: Desk Officer for GSA, Room 10236, NEOB, Washington, DC

20503. Additionally submit a copy to GSA by any of the following methods:

- Regulations.gov: <http://www.regulations.gov>.

Submit comments via the Federal eRulemaking portal by inputting "Information Collection 3090-0302, Modifications," under the heading "Enter Keyword or ID" and selecting "Search". Select the link "Submit a Comment" that corresponds with "Information Collection 3090-0302, Modifications." Follow the instructions provided at the "Submit a Comment" screen. Please include your name, company name (if any), and "Information Collection 3090-0302, Modifications," on your attached document.

- Mail: General Services Administration, Regulatory Secretariat (MVCB), 1800 F Street, NW, Washington, DC 20405. ATTN: Ms. Flowers/IC 3090-0302, Modifications.

Instructions: Please submit comments only and cite Information Collection 3090-0302, Modifications, in all correspondence related to this collection. Comments received generally will be posted without change to <http://www.regulations.gov>, including any personal and/or business confidential information provided. To confirm receipt of your comment(s), please

check [www.regulations.gov](http://www.regulations.gov), approximately two to three days after submission to verify posting (except allow 30 days for posting of comments submitted by mail).

**SUPPLEMENTARY INFORMATION:**

**A. Purpose**

The General Services Administration Acquisition Regulation (GSAR) clause 552.238-81 Modifications requires vendors to request a contract modification by submitting a request to the Contracting Officer for approval, except for electronic File updates. At a minimum, every request shall describe the proposed change(s) and provide the rationale for the requested change(s). A notice was published in the Federal Register at 81 FR 12731 on March 10, 2016. No comments were received.

**B. Annual Reporting Burden**

Respondents: 19,500.

Responses per Respondent: 2.

Total Responses: 39,000.

Hours per Response: 5

Total Burden Hours: 195,000.

**C. Public Comments**

Public comments are particularly invited on: Whether this collection of information is necessary and whether it will have practical utility; whether our estimate of the

public burden of this collection of information is accurate, and based on valid assumptions and methodology; ways to enhance the quality, utility, and clarity of the information to be collected.

***Obtaining Copies of Proposals:***

Requesters may obtain a copy of the information collection documents from the General Services Administration, Regulatory Secretariat Division (MVCB), 1800 F Street, NW, Washington, DC 20405; telephone 202-501-4755. Please cite OMB Control No. 3090-0302, "Modifications" in all correspondence.

**Jeffrey A. Koses,**  
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*Office of Government-wide Policy.*

**Billing Code 6820-61**

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